

# 2012 INDIVIDUAL DECLARATION OF ESTIMATED INCOME TAX

FOR OFFICIAL USE ONLY

FOR CALENDAR YEAR 2012 OR \_\_\_\_\_ MONTHS ENDING \_\_\_\_\_ 20\_\_\_\_

A legally filed declaration must be signed, dated and accompanied by payment. The safest and easiest way to declare is to estimate this year's taxes based on last year's taxable income. **Mail To: Cincinnati Income Tax Division, 805 Central Avenue Suite 600, Cincinnati, OH 45202-5799**, by **APRIL 17, 2012** or by the 15<sup>th</sup> day of the 4<sup>th</sup> month after the tax year begins.

Account # \_\_\_\_\_ Social Security # \_\_\_\_\_ Spouse's Social Security # \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

*Please make corrections as necessary if your account information is preprinted above.*

## TAX DECLARATION

1. Total Estimated Income Subject to Tax..... \_\_\_\_\_
2. Cincinnati Income Tax Declared (Multiply Line 1 by 2.1% [.021])..... \_\_\_\_\_
3. Estimated Taxes Withheld from Wages..... \_\_\_\_\_
4. Tax Due after Withholding (Line 2 less Line 3)..... \_\_\_\_\_
5. Declaration Due (25% of Line 4 if making installment payments)..... \_\_\_\_\_
6. Overpayment Credits from Previous Years..... \_\_\_\_\_
7. First Quarter Payment Amount Due..... \_\_\_\_\_

The undersigned declares this to be a true, correct and complete Declaration of Estimated Cincinnati Income Tax for the year 2012.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SPOUSE'S SIGNATURE

\_\_\_\_\_  
DATE

## INSTRUCTIONS

- Line 1.** We recommend that you use 100% of your previous year's income to estimate the current year tax liability to ensure that you meet your estimated tax payment obligation. If the preceding tax year was not for a full 12-month period, make estimated payments based your current year's income or an annualized amount of your previous year's earnings.
- Line 2.** Compute your total estimated tax liability for 2012 by multiplying the amount on Line 1 by 2.1%. Enter the total on this line.
- Line 3.** Enter the estimated amount of Cincinnati and other allowable municipal taxes to be withheld from your wages by your employer.
- Line 4.** Enter the total of Line 2 minus Line 3. Payment of this amount less overpayment credits listed on Line 6 will satisfy your annual estimated payment requirement.
- Line 5.** If you elect to make quarterly installment payments, divide Line 4 by 4 to determine your quarterly tax liability.
- Line 6.** Enter the amount of tax you overpaid on last year's tax return that was not refunded to you.
- Line 7.** Enter the total of Line 5 minus Line 6. This is the amount of net estimated tax due by April 17, 2012. Three additional payments are due according to the payment schedule below. Subsequent payments are equal to the total estimated tax on Line 4 divided by 4 less any overpayment still available from prior years. Failure to remit timely payments may result in the assessment of interest and penalties.

## PAYMENT SCHEDULE FOR CALENDAR YEAR FILERS

APRIL 17, 2012  
FILE DECLARATION  
WITH 1/4 PAYMENT.

JULY 31, 2012  
MAKE 2<sup>ND</sup> QUARTERLY  
PAYMENT.

OCTOBER 31, 2012  
MAKE 3<sup>RD</sup> QUARTERLY  
PAYMENT.

JANUARY 31, 2013  
MAKE 4<sup>TH</sup> QUARTERLY  
PAYMENT.

APRIL 15, 2013  
FILE RETURN. PAY  
ANY BALANCE DUE.

- By the 15<sup>th</sup> day of the 4<sup>th</sup> month after beginning a new business or taking a new job, everyone whose entire tax liability will not be withheld by an employer must file a Declaration.
- We will not bill you for the remaining quarterly installments. Please retain a copy of this form for future reference.
- If you need additional information, please contact us at (513) 352-2546.

FOR OFFICIAL USE ONLY

**D-1 Quarterly Payment of Estimated Net Profit Tax**

CINCINNATI INCOME TAX DIVISION  
P O BOX 634580  
CINCINNATI OH 45263-4580

**2012**

**Account #**

**Quarter Ending: June 30, 2012**

**Due Date: July 31, 2012**

**Amount Due: \$** \_\_\_\_\_

Save a stamp, file online at: [www.cincinnati-oh.gov](http://www.cincinnati-oh.gov)

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**D-1 Quarterly Payment of Estimated Net Profit Tax**

CINCINNATI INCOME TAX DIVISION  
P O BOX 634580  
CINCINNATI OH 45263-4580

**2012**

**Account #**

**Quarter Ending: October 1, 2012**

**Due Date: October 31, 2012**

**Amount Due: \$** \_\_\_\_\_

Save a stamp, file online at: [www.cincinnati-oh.gov](http://www.cincinnati-oh.gov)

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**D-1 Quarterly Payment of Estimated Net Profit Tax**

CINCINNATI INCOME TAX DIVISION  
P O BOX 634580  
CINCINNATI OH 45263-4580

**2012**

**Account #**

**Quarter Ending: December 31, 2012**

**Due Date: January 31, 2013**

**Amount Due: \$** \_\_\_\_\_

Save a stamp, file online at: [www.cincinnati-oh.gov](http://www.cincinnati-oh.gov)